

Library of Congress

**COTR Certification of Electronic Funds Transfer (EFT) Payment
Waiver for Corporate Vendors**

The Debt Collection Improvement Act of 1996 requires that most Federal payments be made by electronic funds transfer. However, corporations, business, and/or non-profit organizations may request a waiver from EFT payment and receive paper checks if the Contracting Officer's Technical Representative (COTR) for the contract or purchase order in question certifies below that one of the following conditions prohibiting EFT payment currently exists.

CERTIFICATION

Vendor Name	Taxpayer ID Number	Contract/Purchase Order Number
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I certify that an EFT payment waiver is necessary for this vendor because:

- ☐ a. the political, financial, or communications infrastructure in _____ (*name of foreign country*) does not support payment by EFT.
- ☐ b. the payment is to a recipient within an area designated by the President or an authorized agency administrator as a disaster area.
- ☐ c. this payment is being made during a military operation, designated by the Secretary of Defense, in which uniformed services are undertaking military actions against an enemy or a call or order to, or retention on, active duty of members of the uniformed services has been made during a war or national emergency declared by the President or Congress.
- ☐ d. an EFT payment may pose a threat to national security, or the life or physical safety of any individual may be endangered, or a law enforcement action may be compromised.
- ☐ e. the Library of Congress does not expect to make more than one payment to this same recipient within a one-year period, i.e., the payment is non-recurring, and the cost of making the payment via EFT exceeds the cost of making the payment by check.
- ☐ f. the Library's need for these goods or services is of such an unusual and compelling urgency that the Government would be seriously injured unless payment is made by a method other than EFT; or, there is only one source for these goods or services and the Government would be seriously injured unless payment is made by a method other than EFT.

COTR Name	COTR Office	Telephone Number ()
COTR Signature		Date

Note: The COTR and/or Contracts and Logistics Services are responsible for maintaining record file copies of completed waivers which are subject to audit review as appropriate.